

MONTGOMERY COUNTY CLASSIFICATION SPECIFICATION: 5/14/02	CLASS TITLE: BUILDING AND GROUNDS MAINTENANCE CREWLEADER	CODE: 53613
	MAJOR AGENCIES: SANITARY ENGINEERING DEPARTMENT (Water, WW Treatment)	PAGE <u>1</u> OF <u>2</u>

CLASS CONCEPT: Full performance level in the building and grounds maintenance occupation requiring considerable knowledge of maintenance equipment, tools and procedures; under direction, performs and leads maintenance tasks in and around water or wastewater facilities.

RANK	% OF TIME	JOB DUTIES	MAJOR WORKER CHARACTERISTICS
1	50-70	Maintains the grounds around the water facilities, including mowing grass, trimming weeds, shrubs and trees, fertilizing and re-sodding lawns, raking, and picking up litter; maintains grounds in winter, including plowing snow, spreading salt and chemicals, shoveling walkways; operates dump truck, including snow plow and salt spreader; operates large tractor with mower and detachable implements; operates power and hand tools.	<u>Knowledge of</u> 10 (safety practices); <u>Skill in</u> 29 (equipment operation--grounds-keeping equipment); <u>Ability to</u> 30b (recognize unusual or threatening conditions & take appropriate action), 30e (carry out instructions in written, oral or picture form), 30f (deal with problems involving several variables in familiar context), 32c (recognize safety warnings), 32g (read simple sentences with common vocabulary), 34b (work alone on most tasks), 35c (demonstrate strength to lift up to 50 lbs.).
2	10-20	Maintains equipment such as mowers, chain saws, snow plows and salt spreaders.	<u>Knowledge of</u> 10; <u>Skill in</u> 29; <u>Ability to</u> 30b, 30e, 30f, 32c, 32g, 34b, 35c.
3	10-20	Leads other workers in performing maintenance tasks; determines tasks to be performed and monitors progress; procures necessary supplies and materials.	<u>Knowledge of</u> 9b (supervision--direct), 10; <u>Skill in</u> 29; <u>Ability to</u> 30b, 30e, 30f, 31c (add, subtract, multiply & divide whole numbers), 32c, 34c (cooperate with co-workers on group projects).
		(Performs Related Duties As Required)	(*Developed After Employment)

UNUSUAL WORKING CONDITIONS: Exposure to all weather conditions, dirt, dust, noise, dangerous chemicals.	MINIMUM CLASS REQUIREMENTS: (Including License, If Any) Equivalent to high school diploma plus two (2) years experience in building and grounds maintenance; valid State of Ohio driver license. (Other Evidences May Be Substituted)	TRAINING & DEVELOPMENT:
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CLASS CONCEPT:

RANK	% OF TIME	JOB DUTIES	MAJOR WORKER CHARACTERISTICS
4	10-20	Performs minor repairs on such things as fences, gates, barbed wire; paints equipment and facilities.	<u>Knowledge of</u> 10; <u>Skill in</u> 29; <u>Ability to</u> 30b, 30e, 30f, 32c, 34b, 35c.
5	10-20	Cleans the facilities, including cleaning, mopping and waxing floors, cleaning windows, disposing of trash.	<u>Knowledge of</u> 10; <u>Ability to</u> 30a (carry out simple instruction), 30b, 34b, 35c (demonstrate strength to lift up to 20 lbs.)
		(Performs Related Duties As Required)	(*Developed After Employment)

UNUSUAL WORKING CONDITIONS:	MINIMUM CLASS REQUIREMENTS: (Including License, If Any) (Other Evidences May Be Substituted)	TRAINING & DEVELOPMENT:
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